



**CITY of BEVERLY
CONSERVATION COMMISSION**

*191 Cabot Street
Beverly, Massachusetts 01915
Phone (978) 921-6000
Fax (978) 922-0285*

Tree Removal Request Protocol

Project Address: _____ Map _____ Lot _____

Applicant Name & Address: _____

Telephone # & Email Address: _____

Tree Contractor Contact Information: _____

Telephone # & Email Address: _____

The Commission is charged with protecting the many functions performed and values provided by the wetland resource areas in the City of Beverly pursuant to the Massachusetts Wetlands Protection Act and the Beverly Wetlands Protection Ordinance. Wildlife habitat is an interest protected and function provided by wetlands. Trees, snags, dead and downed wood are integral parts of these habitats and wetland ecosystems. Therefore removal or alteration of these structural features needs to be considered in relation to their impact to the habitat.

The Commission also recognizes the potential hazards that dead, dying and compromised trees can pose to safety and property. Therefore, the Commission has established the following protocol to address instances where a single tree, or perhaps a small number of trees, may pose a hazard to safety and property.

Tree Removal Request Protocol:

In compliance with the steps outlined below, removal of said trees may be warranted to avoid personal injury, property damage or even damage to other healthy preferably preserved trees and vegetation.

1. The homeowner/landowner/applicant must provide the following to the Conservation Commission:
 - a. A written diagnosis of the tree(s) provided by a certified arborist or equivalent qualified professional that includes each of the following:

- i. Overall condition (i.e. disease, infestation, rot, splits in trunks etc...):
 - ii. Photos of the trees slated for removal:
 - iii. Distance to wetland resource area, distance to dwellings, other structures and healthy native trees or vegetation on the property:
 - iv. Rationale for removal:
 - v. Proposed methods of removal:
 - vi. The subject trees must be flagged or marked in the field for inspection by the Conservation Commission or its Administrator.
2. The tree removal request materials shall be submitted at least 7 calendar days prior to the target meeting date of the Commission and placed on the agenda for the Commission's review and discussion;
 3. The Commission will vote on whether to approve or deny the request, setting forth its grounds and any conditions of approval. It should be noted that nothing in this protocol is intended to circumvent, prohibit or discourage established formal application procedures; and
 4. The Commission will issue a letter permit/decision within 5 business days of its vote.

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